

STULBERG INTERNATIONAL STRING COMPETITION

Executive Director Job Description

The Position

The Stulberg International String Competition is seeking an engaging individual to serve as its Executive Director. The position is part-time, with flexible hours relative to the annual nature of the Competition.

The Executive Director is responsible for all aspects of the Competition and its operations, including: implementing our strategic plan, fund raising, marketing, communications, administration, budgeting and financial management, competition and other event planning, educational programs and outreach to the community. The Executive Director will develop and implement the annual operating budget of the Competition.

The Executive Director ensures that the Competition achieves or exceeds its goals for earned and contributed income. He or she is to be the chief fund raising professional and represents the Competition throughout the community. The Executive Director directs the Competition's fund raising and advocacy efforts with individual donors, corporations, foundations and government agencies. He or she provides leadership and impetus to the fund raising efforts of the Board.

The Executive Director reports to the Board of Directors through the President. He or she supports the work of the Board and its committees and provides guidance and support to the efforts of those who volunteer.

Candidate Profile

The ideal candidate will have experience with not-for-profit organizations with proven leadership ability, excellent management skills and experience with fund raising, audience development and community engagement. He or she will have a thorough understanding of the challenges facing the nonprofit arts today, and the creative vision to address these challenges effectively.

The ideal candidate will be an enthusiastic fundraiser, public spokesperson and advocate for the Competition's value to the community. He or she will have the demonstrated ability to design, implement and lead successful campaigns for annual income.

The ideal candidate will have superb interpersonal and communication skills, and a great sense of humor. He or she will be able to motivate a Board, staff and volunteers and will foster creativity and teamwork in an atmosphere of mutual respect. He or she will have the vision to pursue opportunities for growth and development of the Competition, and the energy, maturity and self-confidence to lead and secure the Competition's position as a significant community asset and an important musical force both regionally and internationally.